

President: Lisa Ritchie, Hall County
Vice President: Katie Bishop, Camden County
Secretary: Amanda Hannah, Wayne County
Treasurer: Kathy Hayes, Oconee County



MINUTES
GEORGIA COUNTY CLERKS ASSOCIATION
BUSINESS MEETING
Monday, February 4, 2019
Jekyll Island Convention Center, Ballroom G
Jekyll Island, Georgia

www.georgiacca.com

Call to Order

The Georgia County Clerks Business Meeting was called to order on February 4, 2019 by President Lisa Ritchie (Hall County).

Invocation

The invocation was given by Carlette Davidson (Lamar County).

Pledge

The Pledge of Allegiance was led by Amanda Hannah (Wayne County).

Announcements

President Lisa Ritchie (Hall County) announced to be on a committee or serve on the Board you have to be a paid member of the association.

Kathy Gibson (Spalding County) stated that the website has been updated.

Jennifer Mahan (Union County) stated that she filled in for newly elected Commissioner training for mock Board.

President Lisa Ritchie (Hall County) stated that she appreciated Carlette Davidson (Lamar County) for getting the member ribbons done.

President Lisa Ritchie (Hall County) stated that Kellie Lank (Candler County) received the Cindee Overstreet Memorial Scholarship.

Recognition of New Clerks, First Time Attendees, Retiring Clerks, and Promotions

President Lisa Ritchie (Hall County) asked new clerks, first time attendees, retiring clerks, and anyone who received a recent promotion to stand and be recognized. Several clerks from the various categories stood to be recognized. Lisa welcomed and congratulated those whom stood to be recognized. Lisa presented door prizes to two (2) new clerks the winners were Anna Trapp (Glynn County) and Bristria Clark (Dougherty County). Lisa presented two (2) door prizes to all clerks that were donated by Amanda Hannah (Wayne County).

Consideration to approve the minutes of the April 28, 2018 meeting- Savannah, GA and September 10, 2018 meeting- Athens, GA

Secretary Amanda Hannah (Wayne County) presented the minutes from the April 28, 2018 GCCA Meeting held in Savannah and the minutes from the September 10, 2018 GCCA Meeting held in Athens. A motion was made by Nancy Livingston (Telfair County) and second by Don Townsend (Dade County) to approve the minutes from April 28, 2018 GCCA Meeting. A motion was made by Jessica Jones (Upson County) and second by Kellie Lank (Candler County) to approve the minutes from September 10, 2018 GCCA Meeting. Hearing no objections, the motion passed.

Consideration to approve the Treasurer's Report

Vice President Katie Bishop (Camden County) presented the Treasurer's Report for the period September 1, 2018 through December 31, 2018. She reported that the bank statements were balanced and that the checking account had a reconciled balance of \$ 7,770.54 as of December 31, 2018 which includes \$1,000 for Scholarship fund. The Certificate of Deposit had a balance of \$20,636.21 as of December 31, 2018 with interest that accrued in August 2018 of \$9.43. She reported we had outstanding deposits as of January 16, 2019 total \$200.00. Scholarship Fund for this fiscal year is currently \$510.00. On January 16, a County was reimbursed for the registration of the Jekyll Conference for its clerk to attend. We are delighted that the scholarship was used. Beginning June 1, 2019, \$1,000.00 will be set aside for the Scholarship Fund. We want to again thank Southfire for its assistance and reasonable pricing for the website design. Please note on the budget sheet under "Gifts for Clerks" that it is significantly over the budget (which was \$0.00). However, \$1,766.00 was reimbursed for the photography at the September Clerks Conference, which covers all but \$100.00 was used to purchase a gift for Susan Maxwell's retirement appreciation gift. A motion was made by Don Townsend (Dade County) and second by Tandie Cloud (Early County) to approve the Treasurer's Report as presented. Hearing no objections, the motion passed. (Copy of Treasurer's Report made a part of the minutes.)

New Business

President Lisa Ritchie (Hall County) presented the amendments to by-laws to be considered as listed below:

- Article IV: Officers Section 4.1 President letter A proposing to change spokesman to spokesperson
- Article IV: Officers Section 4.1 Treasurer letter G Ten thousand currently proposing to change to five thousand and any other type account with the highest interest-bearing proceeds at that time was removed and inserted Savings account
- Proposing to add under Article VI General Committees Section 6.1 Committee members must serve in the capacity of Clerk or Deputy Clerk and be a member in good standing of GCCA. Members
- Article VIII: Dues Section 8.1 Membership dues proposing to change from \$25.00 to \$40.00 proposing to add there will be a late fee of \$20.00 after the February 1st deadline.
- Article VIII: Dues Section 8.2 Fiscal year currently June 1st and end on May 31st proposing to change to January 1st and end on December 31st

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- Article VIII: Dues Section 8.2 Membership dues will be due prior to September 1st currently proposing to change to February 1st
- Article VIII: Dues Section 8.3 proposing to add for the current year.
- Article VIII: Dues Section 8.4 currently Annual proposing to Business Meeting
- Article IX: Benevolent Scholarship Section 9.2 Provisions letter A currently three proposing to change to two
- Article IX: Benevolent Scholarship Section 9.2 Provisions letter B currently one thousand dollars proposing to change to one thousand five hundred dollars (\$1,500.00)
- Article XI: General Section 11.1 Surplus Funds currently Annual Meeting to another propose to change to January 1 to December 31, currently treasury propose to change to treasurer.

Motion by Angela Cunningham (Cobb County) second by Carlette Davidson (Lamar County) to amend the changes to the by-laws as stated above. Hearing no objections, the motion passed. (Copy of Amendment to by laws made a part of the minutes.)

Appointments

Secretary Amanda Hannah (Wayne County) stated there are several appointments coming up in April. The following Appointments are coming up:

- Benevolent Scholarship Committee- Must be someone who has served as an officer at one time
- Technology Committee
- Hospitality Committee
- Education Committee
- District 10 Director

She stated there is a sheet with the appointments listed on every table and if you are interested in serving on one or more of these committees please write your name on the sheet of paper and what committee you are interested in serving on. Reminder your dues must be paid in order to serve on a Committee.

Clerk's Comments

Lisa Ritchie (Hall County) thanked Jennifer Mahan (Union County) for filling in for her at the newly elected Commissioner training by serving on the mock Board in the Clerk's role.

Kathy Gibson (Spalding County) asked if your term is up on a Committee and if you still are interested in serving do you still need to sign up. President Lisa Ritchie (Hall County) answered yes.

Adjournment

Jessica Jones (Upson County) made a motion to adjourn the meeting. The motion was second by Tandi Cloud (Early County) and passed unanimously.

Respectfully Submitted:

Amanda Hannah, Wayne County
Secretary, Georgia County Clerks Association

Approved: 04/27/19